

**The Small Business Administration (SBA) is also a great resource to help you with the mystery of government contracting, as well as with getting registered (<http://pro-net.sba.gov>).**

Local SBA offices can be found in the phone book or [www.sba.gov](http://www.sba.gov).



**6. An important step, you must be registered (the SBA or an SBS can help you through this process)**

- Central Contractor Registration (CCR) is mandatory. To register, visit [www.ccr.gov](http://www.ccr.gov) or call 1-888-227-2423.
- Contractor And Government Entity (CAGE) codes are necessary for all businesses. Your CAGE Code will be given when you register with CCR at 1-888-352-9333 or [www.dlis.dla.mil/cageserv.asp](http://www.dlis.dla.mil/cageserv.asp).
- Dun & Bradstreet (D&B) numbers are required. Get your D&B number at [www.dnb.com](http://www.dnb.com) or 1-800-333-0505.
- The government identifies your product or service with a 6-digit code called the North American Industry Classification System (NAICS). This information is available at [www.census.gov/epcd/www/naics.html](http://www.census.gov/epcd/www/naics.html).

## Helpful Information

Air Force Office of Small & Disadvantaged Business Utilization  
[www.selltoairforce.org](http://www.selltoairforce.org)

Size Standards  
[www.sba.gov/size](http://www.sba.gov/size)

Federal Acquisition Regulations  
<http://farsite.hill.af.mil/vffar1.htm>

Small Business Development Centers  
[www.asbdc-us.org](http://www.asbdc-us.org)

Procurement Technical Assistance Centers  
[www.dla.mil/db/procurem.htm](http://www.dla.mil/db/procurem.htm)

DoD Office of Small & Disadvantaged Business Utilization  
[www.acq.osd.mil/sadbu](http://www.acq.osd.mil/sadbu)

General Services Administration  
[www.gsa.gov](http://www.gsa.gov)

## Where to Find Opportunities

Federal Business Opportunities  
[www.fedbizopps.gov](http://www.fedbizopps.gov)

US Dept of Defense—Business Opps  
[www.dodbusopps.com](http://www.dodbusopps.com)

Defense Procurement Page  
[www.acq.osd.mil/dp](http://www.acq.osd.mil/dp)

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AFOPO

# How To Do Business With The Air Force



*Plus Other Hot Websites!*



## Small Business & The Air Force

### 1. A key point to consider

- Is your product or service something that the Air Force buys?



### 2. Information about "Selling to the Air Force" is found at: [www.selltoairforce.org](http://www.selltoairforce.org)

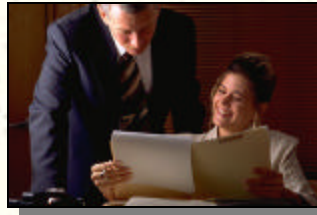
- Chapters 1-3 cover your contracting opportunities with the Air Force (AF)
- Chapter 3 also provides a list of equipment, supplies, and services typically bought by an Air Force base (AFB) for day-to-day operations
- Chapter 4 (the most important) provides the name and contact information for the AF Small Business Specialist (SBS) for every AF activity with a contracting function

### 3. Find out how your commodity is typically purchased:

- Locally?
- In large quantities for distribution throughout the Air Force?

If **purchased locally**, marketing to the AF Small Business Specialist and local contracting offices is necessary

- When marketing to the SBS first call and make an appointment to meet with them



The SBS, your advocate at the Air Force base, may:

- Provide contracting information
- Offer small business advice & give assistance
- Provide referrals & networking
- Arrange capability demonstrations



If **purchased for the entire AF**, you need to find any and all solicitations for that product or service by going to [www.fedbizopps.gov](http://www.fedbizopps.gov)

- This website is the single posting site for all federal procurements over \$25,000

(In the case of both **local** and **AF-wide** purchases, it is your responsibility to demonstrate to potential buyers that you are a capable supplier. It is likely that you will be competing with other vendors.)

### 4. Demonstrate your capabilities if you have the opportunity

- Provide prospective AF clients...
- A capability package (ask your SBS what to include, e.g., brochures, pamphlets, or other materials)
- A product demonstration or presentation if requested



### 5. Remember, keep information fresh

- Keep your SBS informed about changes in your business
- Follow up: ask your SBS about new or projected requirements